



Antareco is one of the fastest growing and most successful accounting and advisory services companies in Europe. We specialize in accounting services for financial institutions and companies from new tech and other industries.

We provide professional outsourcing of accounting services as well as advisory services for Polish and international companies through our offices in Warsaw, Madrid, Moscow, Tbilisi and Tallinn.

More information available here: www.antareco.com.

We are looking for a person to join our team as:

Intern in Accounting Department with Czech language

Workplace: Warsaw
Reference number: IAC/11/17

Key responsibilities:

- preparing journal entries for Clients located in the Czech Republic;
- performing activities related to the closing of month and preparation of financial statements and various types of reports;
- maintaining contacts with business partners.

Qualifications & skills:

- very good knowledge of Czech and English;
- students of final year or graduates of finance and accounting or similar fields;
- MS Office skills: Word, Excel, PowerPoint;
- performing work with diligence.

We offer:

- participation in international projects and developing your career in an international environment;
- salary adequate to your skills and experience;
- working in a team of managers and experts that are ready to share their knowledge and experience.

If you are interested, please send your CV to: rekrutacja@arenatax.pl

Please include the following statement in your application: *"I hereby consent to processing by the advertiser of my personal data, included in my application documents, for the purposes to implement the recruitment process according to the act of 29 August 1997 on personal data protection (consolidated text: Journal of Laws of 2016, pos. 922). I also consent to processing of my personal data by the advertiser for the purposes of any future recruitment processes."*